



GOVT. OF ASSAM

ASSAM STATE COMMISSION FOR PROTECTION OF CHILD RIGHTS

H NO. 3, BYLANE NO.1, SAMANNAY PATH, SURVEY, BELTOLA, GUWAHATI-28

E-mail:ascpcr@rediffmail.com

No. ASCPCR (G) 23/2017/63

Dated Guwahati, 3rd July 2017

Vacancy

Application from dynamic, experienced and interested candidates are invited for filling up the following posts under the Assam State Commission for Protection of Child Rights as per the details mentioned below:

Sl. No	Post	No. of Post	Eligibility Criteria	Salary
1	Administrative Officer/Superintendent	1 (One)	<ol style="list-style-type: none">1 Graduate in Social Science/ Humanities/Business Administration.2 Minimum 8 - 10 years of work experience in managing administrative operations.3 Expert in MS Office, Internet and digital interface based technologies.4 Preference will be given to candidates having experience of working in Govt. setup.5 Knowledge of Govt. working system and child protection mechanism will be an added advantage.6 Should be able to work beyond regular hours and sometimes over weekends, if required.	Rs. 18,000/- per month (fixed)
2	Lower Division Assistant	2 (Two)	<ol style="list-style-type: none">1. Graduate/Post Graduate in Social Science/Psychology/Humanities/ Law.2. Minimum 6 - 8 years of working experience in Govt. departments/project.3. Working knowledge of MS Office, Internet, File Management, MIS4. Knowledge of issues related to child rights will be an added	Rs. 15,000/- per month (fixed)

			<p>advantage.</p> <p>5. Should be able to work beyond regular hours and sometimes over weekends, if required.</p>	
4	Driver cum Messenger	2 (Two)	<p>1. 10+2 in any stream</p> <p>2. Minimum 5 years of driving experience in any reputed organization</p> <p>3. Must possess a valid Commercial Driving Licence of not less than LMV issued by competent authority.</p> <p>4. Must be willing to take extensive travel beyond regular hours and sometimes over weekends, if required.</p>	Rs. 10,000/- per month (fixed)
5	Cleaner/Mali	1 (One)	1. Matriculation.	Rs. 8,000/- per month (fixed)

Terms and Condition:

1. The Candidates should submit their application in the prescribed format. The format for applying can be downloaded from the website (<http://ascpcr.org/>) or/and can be collected from the office of the Commission.
2. The term of appointment will be on purely temporary and contractual basis
3. The application in a sealed envelope should be sent through registered post at the address of the Commission.
4. The envelope containing the application should be clearly marked Application for the Post of
5. Separate application should be sent if applying for more than one position.
6. The last date of receipt of the application is 10th July 2017 till 5 PM.
7. Only shortlisted candidates will be called for interview and mere submission of application will not entitle any one to appear in the interview.

Sd/-

Secretary

Assam State Commission for Protection of Child Rights,
Survey, Beltola, Guwahati-28